

## List of Committee Reports' Recommendations and Decisions Made Under Delegated Authority

<b>Name Of Committee</b>	Transformation and Digitisation Committee
<b>Committee Date</b>	13 May 2020

A meeting, via virtual video conference, was held at 2pm on Wednesday, 13 May 2020 to consider the reports submitted to the Committee.

In Attendance: Chief Executive; Executive Director (Enterprise and Communities); Head of Business Solutions; Business Strategy Manager; Chief Technology Officer; Enterprise Manager and Democratic Services Manager.

The Chief Executive considered each report in turn, following oral summation by the respective officer, and in cognisance of any comments received from elected members. In accordance with his delegated authority, the Chief Executive decided upon each report as detailed below.

### **Reports & Recommendations**

(A letter "C" after the report title indicates that the decision is a C Paragraph in accordance with Standing Order 22)

	<b><u>Report Title</u></b>	<b><u>Officer</u></b>	<b><u>Report Recommendations</u></b>	<b><u>Decision Taken Under Delegated Authority</u></b>
<b>1</b>	Digital NL - Communication & Engagement Activity	Head of Business Solutions	<ol style="list-style-type: none"> <li>1) Note the contents of this report.</li> <li>2) Acknowledge the work in response to the Covid-19 crisis.</li> <li>3) Acknowledge continued efficiencies implemented through the roll out of Robotic Process Automation in the current challenging times.</li> </ol>	Agreed as per the report
<b>2</b>	Digital NL - Year 2 Work packages	Head of Business Solutions	<ol style="list-style-type: none"> <li>1) consider progress made to date against the digital transformation programme</li> <li>2) approve the Year 2 work-packages</li> </ol>	Agreed as per the report

<b>3</b>	Digital NL – Digital Skills and Inclusion	Head of Business Solutions	Note the contents of the Report.	Agreed as per the report
<b>4</b>	Digital NL - Business Partnerships – Community Benefit Framework	Head of Business Solutions	<ol style="list-style-type: none"> <li>1) Approve the individual, high level Community Benefit workstreams that are being developed with PwC and Agilisys;</li> <li>2) Approve the proposed monitoring and reporting framework, including the submission of a six monthly report to this Committee on Community Benefit outcomes achieved during the reporting period and proposed further developments; and,</li> <li>3) Note the contents of this report.</li> </ol>	Agreed as per the report
<b>5</b>	Digital NL – Infrastructure	Head of Business Solutions	<ol style="list-style-type: none"> <li>1) Note the contents of the Report;</li> <li>2) Approve the preparatory work necessary to finalise the ITT in respect of a network connectivity partnership; and</li> <li>3) Note that details of resources necessary for completing future stages of the procurement e.g.: ITT evaluations, contract award etc., will be included as appropriate in future reports to committee.</li> </ol>	Agreed as per the report
<b>6</b>	Contracts awarded below Committee approval threshold	Head of Asset and Procurement Solutions	Note the content of the report and the accompanying appendix	Agreed as per the report

<b>Decisions Made Under Delegated Authority By</b>	D Murray
<b>Date of Decisions</b>	13 May 2020